

DETAILED INSPECTION CHECKLIST

FA SC STMT TEXT

- 450 PMO OPERATIONS
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- 450 01 PMO AND MCPD OPERATIONS
- 450 01 001 Are the uniforms and equipment worn by military police and civilian police officers conforming to Marine Corps uniform regulations?
Reference
MCO P1020.34G CHG 1-5, chap 7; MCO 5580.2B CHG 1, chap 5
- 450 01 002 Are the police emergency vehicle sedans conforming to the established criteria?
Reference
MCO 5110.1D, par 4; MCO P5530.14 chap 4, MCO 5580.2B CHG 1, chap 5
- 450 01 003 Were personnel performing law enforcement or security duties armed with loaded weapons?
Reference
MCO 5500.6H CHG 1, par 4
- 450 01 004 Were waivers granted by CMC (PS) approving the performance of law enforcement or security duties by unarmed personnel?
Reference
MCO 5500.6H CHG 1, par 4.A
- 450 01 005 Were personnel familiar with the conditions under which deadly force may be applied?
Reference
MCO 5500.6H CHG 1, chap 1
- 450 01 006 Was the Provost Marshal/Police Chief, or his representative, a member of the local Armed Forces disciplinary Control Board (AFDCB)?
Reference
MCO 1620.2D, par 2-1 and par 2-2

DETAILED INSPECTION CHECKLIST

- 450 01 007 Do police emergency vehicle operators have special operator qualifications recorded on their training record stating that they have successfully completed an Emergency Vehicle Operator Course/Certification (EVOC) certified by National Highway Traffic Safety Administration (NHTSA) or an approved course by CMC (PS) on their training record?
Reference
MCO 5580.2B CHG 1, chap 18
- 450 01 008 Are rights advisements being conducted properly?
Reference
MCO 5580.2B CHG 1, chap 2
- 450 01 009 Are traffic accident investigations being conducted properly?
Reference
MCO 5580.2B CHG 1, chap 14
- 450 02 PMO AND MCPD ADMINISTRATION
- 450 02 001 Were police records, criminal reports of investigation, incident reports, alphabetical index cards and other sensitive information safeguarded against unauthorized alteration, destruction or disclosure?
Reference
SECNAV M-5210.1 - SSIC 1630.5, 5580.5a, 5580.5b, 5580.13a(1,2), SSIC 5580.4d(5); SECNAV 5211.5E, par 8
- 450 02 002 Were criminal reports of investigation, incident reports, accident investigation reports, traffic citations and other reports properly maintained, disseminated, destroyed or disposed of properly?
Reference
SECNAV M-5210.1 - SSIC 1630.5, 5580.5a, 5580.5b, 5580.13a(1,2), SSIC 5580.4d(5); MCO 5580.2B CHG 1, chap 15
- 450 02 003 Were copies of all reports on military personnel and civilian employees apprehended for DWI/DUI provided to the installation drug and alcohol section?
Reference
MCO 5110.1D, par 4-9
- 450 02 004 Were appropriate reports of action taken on traffic violations forwarded to the office of record and annotated on the individual's driving record?
Reference
MCO 5110.1D, par 4-9

DETAILED INSPECTION CHECKLIST

- 450 02 005 Was authorization to carry concealed firearms recorded on OPNAV Form 5512/2 and/or HQMC issued credentials and signed by the authorizing official?
Reference
SECNAV 5500.29B, par 4.j; MCO 5500.6H CHG 1, chap 1
- 450 02 006 Has the commanding officer or other competent authority specifically designated in writing appropriate property or information that is considered vital to national security?
Reference
MCO 5500.6H CHG 1, par 4, MCO 5530.14A par 3003
- 450 02 007 Was the installation properly impounding vehicles and accounting for them per the reference?
Reference
MCO 5110.1D, par 6-4
- 450 02 008 Were vehicles properly registered aboard the installation?
Reference
OPNAV 5560.10B, encl (1); MCO 5580.2B CHG 1, chap 16
- 450 02 009 Has the PMO/MCPD properly registered weapons and maintained and filed copies of documentation?
Reference
MCO 5580.2B CHG 1, chap 16
- 450 02 010 Are civilian police officers in compliance with standards before being hired?
Reference
MCO 5580.2B CHG 1, chap 4
- 450 02 011 Are civilian police officers not in compliance with height and weight standards being placed on a remedial physical conditioning program?
Reference
MCO 5580.2B CHG 1, chap 4
- 450 02 012 Are military police and civilian police officers maintaining personal appearance standards and grooming?
Reference
MCO P1020.24G, chap 1, MCO 5580.2B CHG 1, chap 5
- 450 02 013 Are civilian police officers undergoing annual medical examinations as required to determine continued fitness for employment?
Reference
MCO 5580.2B CHG 1, chap 4; DOD 6055.05-M, NEHC-TM OM 6260, par 712 and 714

DETAILED INSPECTION CHECKLIST

- 450 02 014 Are civilian police officers being administered Psychological testing (Minnesota Multi-phasic Personality Inventory (MMPI-2)) prior to being hired as a condition of employment?
Reference
MCO 5580.2B CHG 1, chap 4
- 450 02 015 Are civilian police officers being terminated for failure to comply with policies or standards?
Reference
MCO 5580.2B CHG 1, chap 4
- 450 02 016 Are Provost Marshals/Police Chiefs complying with domestic violence and Lautenberg requirements?
Reference
MCO 5580.2B CHG 1, chap 4
- 450 02 017 Was the military and/or civilian impound lot(s) operated per the reference?
Reference
MCO 5110.1D 6-3B, MCO 5580.2B CHG 1, chap 16
- 450 02 018 Have memorandums of understanding (MOU), memorandums of agreement, and inter-service support agreements been established as required?
Reference
MCO 5580.2B CHG 1, chap 3
- 450 02 019 Is a concise and easy to read notification matrix posted in prominent view of Dispatch/Communications personnel?
Reference
MCO 5580.2B CHG 1, chap 7
- 450 03 PMO/MCPD TRAINING
- 450 03 001 Are military police (MOS 5803, 5811, 5812, 5813, 5814, 5816, 5819, 5805, 5821)/civilian police officers receiving annual sustainment training per the references?
Reference
MCO 5580.2B CHG 1, chap 17; NAVMC 3500.10
- 450 03 002 Have military police completed annual pistol qualification including ELP.1 through ELP.19A and civilian police completed pistol qualification/re-qualification annually and prior to being armed?
Reference
MCO 3574.2K, encl (2); MCO 5580.2B CHG 1, chap 17

DETAILED INSPECTION CHECKLIST

- 450 03 003 Have all MPs and civilian police officers qualified on the Law Enforcement Officers Handgun Course in the previous 12-months?
Reference
MCO 5580.2B CHG 1, chap 17
- 450 03 004 Have military police/civilian police officers armed with a shotgun qualified on the shotgun course annually and prior to being armed?
Reference
MCO 5580.2B CHG 1, chap 17, NAVMC 3500.10, par 6002,
- 450 03 005 Have personnel assigned police duties completed the minimum mission-oriented training requirements within 90 days of initial assignment?
Reference
MCO 5580.2B CHG 1, chap 17
- 450 03 006 Is refresher training for chemical breath testing equipment operators conducted every 18 months or as required by the state?
Reference
MCO 5110.1D, par 4-10e
- 450 03 007 Are armed personnel trained and tested on deadly force annually?
Reference
MCO 5500.6H CHG 1, chap 2; MCO 5580.2B CHG 1, chap 17
- 450 03 008 Are all civilian police officers graduates of the Marine Corps Police Academy (MCPA) or Marine Corps Police Course prior to being assigned to duty as a police officer?
Reference
MCO 5580.2B CHG 1, chap 4
- 450 03 009 Are civilian police officers not in compliance with semi-annual physical agility testing requirements being placed on a physical conditioning remedial program?
Reference
MCO 5580.2B CHG 1, chap 4
- 450 03 010 Are MPs and civilian police officers properly trained and certified on OC and Human Electro-Muscular Incapacitator (HEMIs) annually and before being equipped?
Reference
MCO 5580.2B CHG 1, chap 6

DETAILED INSPECTION CHECKLIST

- 450 03 011 Has the PMO/MCPD maintained all annual training plans, monthly training schedules, class rosters, critiques, tests, etc. for the past two years?
Reference
MCO 5580.2B CHG 1, chap 17
- 450 03 012 Has the PM/PC published annual training plans and monthly training schedules specifically outlining the organizational mission oriented training requirements?
Reference
MCO 5580.2B CHG 1, chap 17
- 450 03 013 Have all MPs/police officers completed IS-100 Introduction to the Incident Command System? Have all supervisory personnel completed both IS-100 and IS-700 National Incident Management System?
Reference
MCO 5580.2B CHG 1, chap 3
- 450 03 014 Have all MPs/police officers completed annual active shooter training?
Reference
MCO 5580.2B CHG 1, chap 17
- 450 04 MOBILE COMMAND POST VEHICLE (MCPV)
- 450 04 001 Are installation specific safety standard operating procedures established for operation of the MCPV?
Reference
MCO 5580.2B CHG 1, chap 10
- 450 04 002 Does the MCPV have the capability to communicate with the appropriate local, State, and Federal agencies?
Reference
MCO 5580.2B CHG 1, chap 10
- 450 04 003 Is the MCPV assigned to the PMO/MCPD?
Reference
MCO 5580.2B CHG 1, chap 13
- 450 04 004 Are all MCPV monthly/quarterly/annual and manufacturer's preventive maintenance records maintained by the PMO/MCPD?
Reference
MCO 5580.2B CHG 1, chap 10

DETAILED INSPECTION CHECKLIST

- 450 05 INVESTIGATIONS AND EVIDENCE
- 450 05 001 Are reports of investigations properly submitted?
Reference
MCO 5580.2B CHG 1, chap 13
- 450 05 002 Is evidence being properly obtained, handled, accounted for, transferred, and disposed of per the reference?
Reference
MCO 5580.2B CHG 1, chap 12
- 450 05 003 Does the PMO/MCPD conduct crime analysis as part of their crime prevention efforts?
Reference
MCO 5580.2B CHG 1, chap 8
- 450 05 004 Is the evidence room constructed or equipped to meet the minimum requirements or has a wavier been submitted to CMC (PS) and approved?
Reference
MCO 5580.2B CHG 1, chap 12
- 450 05 005 Are complaints of police misconduct properly investigated and handled?
Reference
MCO 5580.2B CHG 1, chap 18
- 450 05 006 Does CID/Investigations Branch conduct investigations per the reference?
Reference
MCO 5580.2B CHG 1, chap 13
- 450 05 007 Are searches and seizures being conducted properly?
Reference
MCO 5580.2B CHG 1, chap 2
- 450 05 008 Have evidence containers been marked in accordance with the reference?
Reference
MCO 5580.2B CHG 1, chap 12
- 450 05 009 Is the PMO/MCPD evidence storage facility maintaining evidence records according to the reference?
Reference
MCO 5580.2B CHG 1, chap 13

DETAILED INSPECTION CHECKLIST

- 450 06 PATROL OPERATIONS
- 450 06 001 Has an installation motor vehicle traffic supervision program established?
Reference
MCO 5110.1D, par 1-4e
- 450 06 002 Is the PMO/MCPD using breath testing devices for the detection and deterrence of drunk driving?
Reference
MCO 5110.1D, par 4-12 and 4-13
- 450 06 003 Are personnel performing L/E or security duties conforming to the approved carry configuration for their issued weapon?
Reference
MCO 5580.2B CHG 1, chap 1
- 450 06 004 Is PMO/MCPD using the OPNAV 5580/3 to document the subject's waiver of rights?
MCO 5580.2B CHG 1, chap 2
- 450 06 005 Do breath testing devices meet current standards and are they approved for use by the state or host nation?
Reference
MCO 5110.1D, par 4-12
- 450 06 006 Does the PM/PC participate in installation AT/threat working groups?
Reference
MCO 5580.2B CHG 1, chap 11
- 450 06 007 Does the installation traffic code for operation of motor vehicles conform to the state or host nation traffic codes?
Reference
MCO 5110.1D, par 4-2A
- 450 06 008 Is the PMO/MCPD capable of emergency response to arms rooms/armories in 15 minute or less?
Reference
OPNAVINST 5530.13C, chap 2
- 450 06 009 Does the PMO/MCPD conduct periodic checks of vehicles to ensure maximum compliance with registration procedures?
Reference
OPNAVINST 5560.10B, chap-1, encl (1)

DETAILED INSPECTION CHECKLIST

- 450 06 010 Does the installation traffic code contain the provision requiring military personnel to wear restraint systems at all times while driving or riding in POVs whether on or off the installation?
Reference
MCO 5110.1D, par 4-2
- 450 06 011 Does the installation traffic code contain the policy and procedures for the towing, searching, impounding, and inventorying of POVs?
Reference
MCO 5110.1D, par 4-2B
- 450 06 012 Is the installation utilizing the prescribed point system?
Reference
MCO 5110.1D, par 5-2, 5-3
- 450 06 013 Does the Dispatch/Communications Center have the capability to monitor intrusion detection systems (IDS)?
Reference
MCO 5530.14A
- 450 06 014 Are physical security surveys being completed IAW the reference?
Reference
MCO 5580.2B CHG 1, chap 16
- 450 07 MIL WORKING DOG (MWD)/CIV POLICE WORKING DOG (CPWD) OPERS
- 450 07 001 Are MWDs certified prior to conducting searches on the installation?
Reference
NM 261311Z Mar 13, MCO 5585.55 (Interim), USMC MWD Manual sect chap. 5, sect 5205 Appendix d
- 450 07 002 Have corrective actions been taken, and documented, to achieve an MWD Operating Status of "Operational"?
Reference
NM 261311Z Mar 13, MCO 5585.5 5 (Interim), USMC MWD Manual sect chap 8, sect 8306 par 2.b.(1)-(5)
- 450 07 003 Are kennel facility checks being conducted and recorded per the reference?
Reference
NM 261311Z Mar 13, MCO 5585.5 5 (Interim), USMC MWD Manual sect chap 9, sect 9107 Par. 4

DETAILED INSPECTION CHECKLIST

- 450 07 004 Were Active Service Record folders properly maintained on each MWD?
Reference
NM 261311Z Mar 13, MCO 5585.5 (Interim), USMC MWD Manual
sect chap 8 sect 8106
- 450 07 005 Has the area U.S. Army veterinarian designated in writing a local civilian veterinarian for emergency use including name, address, telephone number, and detailed map that is posted in the kennel facility and security dispatch?
Reference
NM 261311Z Mar 13, MCO 5585.5 (Interim), USMC MWD Manual
sect chap 10, sect 10203
- 450 07 006 Were drug training aids stored IAW the reference?
Reference
NM 261311Z Mar 13, MCO 5585.5 (Interim), USMC MWD Manual
sect chap 11, sect 11403
- 450 07 007 Is the Drug Training Aid Accountability Folder maintained IAW the reference for CONUS?
Reference
NM 261311Z Mar 13, MCO 5585.5 (Interim), USMC MWD Manual
sect chap 11, sect 11410, Fig. 11-8
- 450 07 008 Is the Drug Training Aid Accountability Folder maintained IAW the reference for OCONUS?
Reference
NM 261311Z Mar 13, MCO 5585.5 (Interim), USMC MWD Manual
chap 11, Fig. 11-8
- 450 07 009 Are the DEA 222 Forms maintained IAW the reference (CONUS units only)?
Reference
NM 261311Z Mar 13, MCO 5585.5 (Interim), USMC MWD Manual
chap 11, sect. 11202, Par. 4.b. and 11410, par 2.a. Fig 11-9
- 450 07 010 Is the drug training aid daily issue/return log maintained IAW the reference?
Reference
NM 261311Z Mar 13, MCO 5585.5 (Interim), USMC MWD Manual,
chap 11, fig 11-9

DETAILED INSPECTION CHECKLIST

- 450 07 011 Is the explosive training aid daily issue/return log maintained IAW the reference?
Reference
NM 261311Z Mar 13, MCO 5585.5 (Interim), USMC MWD Manual chap 12, Fig 12-7
- 450 07 012 Is the non-explosive training aid daily issue/return log maintained IAW the reference?
Reference
NM 261311Z Mar 13, MCO 5585.5 (Interim), USMC MWD Manual chap 12, Fig 12-8
- 450 07 013 Is the Explosives Training Aid Accountability Folder maintained IAW the reference?
Reference
NM 261311Z Mar 13, MCO 5585.5 (Interim), USMC MWD Manual chap 12, sect 12309, Par 2, Fig 12-6
- 450 07 014 Are all non-explosive training aids maintained IAW the reference?
Reference
NM 261311Z Mar 13, MCO 5585.5 (Interim), USMC MWD Manual appendix N, Par, 7
- 450 07 015 Are all explosive training aids maintained IAW the reference?
Reference
NM 261311Z Mar 13, MCO 5585.5 (Interim), USMC MWD Manual chap 12, sect 12102, Par 8, 12, appendix M and appendix E, Table E-1
- 450 07 016 Have local Standard Operating Procedures (SOPs) been established per the reference?
Reference
NM 261311Z Mar 13, MCO 5585.5 (Interim), USMC MWD Manual sect chap 8-12 and app j
- 450 07 017 Are MWD facilities being maintained correctly?
Reference
NM 261311Z Mar 13, MCO 5585.5 (Interim), USMC MWD Manual sect chap 8, sect. 8107, Table 8-8, sect 9108, sect 9110, sect 9106, Par. 10, sect 9109, Par. 2, sect 9111, par 1- 5, table 9-3, App K, sect I

DETAILED INSPECTION CHECKLIST

- 450 08 EXPEDITIONARY AND OPERATING FORCES
- 450 08 001 If applicable, does the MAGTF Provost Marshal perform the general duties as a special staff officer under the cognizance of the MAGTF assistant chief of staff, operations officer (G-3)?
Reference
MCWP 3-34.1, chap 2
- 450 08 002 Are Law Enforcement Battalions/Military Police Companies being assigned missions/tasks per the reference?
Reference
MCWP 3-34.1
- 450 08 003 If applicable, does the MAGTF Provost Marshal or law Enforcement Battalion Commander provide the MAGTF commander liaison capabilities with HN, civil, and military law enforcement agencies to develop a line of communication that will enhance a unit's effectiveness in a deployed environment?
Reference
MCWP 3-34.1, chap 2, chap 4
- 450 08 004 Are MEU or Special Purpose MAGTF military police officers/mission assurance officers and MP detachment assigned duties per the reference?
Reference
MCWP 3-34.1, chap 2
- 450 08 005 Are MWD assigned missions in accordance with the reference?
Reference
MCWP 3-34.1, chap 5
- 450 08 006 Are the primary training aid custodians maintaining an accountability folder to keep a record of all training aid transactions with NCISRFL?
Reference
MCRP 4-11.8C, chap 3; OPNAV 3461.6, chap 2
- 450 08 007 Is military police planning and training being conducted in accordance with the reference?
Reference
MCWP 3-34.1, chap 7

DETAILED INSPECTION CHECKLIST

- 450 08 008 Are Law Enforcement Battalion Commanders/Military Police Company Commanders tasked to conduct law and order operations following guidelines in accordance with the reference?
Reference
MCWP 3-34.1, chap 4
- 450 08 009 Are Law Enforcement Battalions / Military Police Companies employing law enforcement operations, military working dog operations, traffic enforcement and investigation, criminal investigations, crime prevention, physical security, customs support operations, information operations, and joint, combined, and HN operations as applicable, in accordance with the reference?
Reference
MCWP 3-34.1
- 450 08 010 If applicable, are mission assurance support operations being conducted in accordance with the reference?
Reference
MCWP 3-34.1, chap 3
- 450 08 011 Are military police tasked with detainee operations establishing a forward collecting point or temporary holding facility to handle EPWs as required?
Reference
MCWP 3-34.1, chap 6
- 450 08 012 Are military police assigned as an Enemy Prisoner of War (EPW) team performing detainee operations, maintaining an EPW logbook?
Reference
MCRP 4-11.8C, chap 3; MCWP 3-34.1, chap 6, OPNAVINST 3461.6
- 450 08 013 Are Marine criminal investigators investigating major crimes and alleged war crimes occurring within the AO?
Reference
MCWP 3-34.1, chap 2 and 4
- 450 08 014 Does the Law Enforcement Battalion Commander/Military Police Company Commander have a plan/procedures and the resources to employ non-lethal weapons and controls?
Reference
MCWP 3-34.1, chap 3, MCWP 3-15.8

DETAILED INSPECTION CHECKLIST

- 450 08 015 Has the Law Enforcement Commander/Military Police Company Commander tasked with customs operations insured that his Marines received the required customs training with the U.S. Customs division of Immigration and Customs Enforcement of the Department of Homeland Defense?
Reference
MCWP 3-34.1, chap 4, app a
- 450 08 016 Does the Military Customs Inspector (MCI) meet the minimum prerequisites to continue to be a MCI?
Reference
MCWP 3-34.1, app a